

Reclamation Manual

Directives and Standards

TEMPORARY RELEASE

(Expires 01/14/2016)

TEMPLATE/SAMPLE PRIORITY PLACEMENT LOG

REGION OR DIRECTORATE

FY20XX

Eligibility date and why	Employee Name	Current position title	Current Series, grade, salary	Retained Grade/Pay (choose one)	Specific Retained Grade	Current location (duty station and org code)	Referral Activity				Other information?
							Date	Position title, series, grade	Org location	results	
06/01/13 reclass	John Doe	Program Analyst	GS-0343-09 \$69825	PAY	GS-11/05	Denver, CO 84-58000	09/06/13	Budget Analyst, GS-0560-11	Denver, CO 84-27712	Non-select – upheld HRO 09/23/13	none